



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF HOME INSPECTORS**

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PUBLIC MEETING NOTICE:	<b>BOARD OF HOME INSPECTORS</b>
DATE AND TIME:	<b>Tuesday, March 11, 2014 at 9:00 a.m.</b>
PLACE:	<b>861 Silver Lake Boulevard, Dover, DE Cannon Building, Second-Floor Conference Room A</b>
APPROVED:	<b>April 8, 2014</b>

**MEMBERS PRESENT**

Donald E. Pyle, Sr., Professional Member, Chair  
Tim Harriger, Professional Member  
Dennis Theoharis, Public Member, Vice Chair

**MEMBERS ABSENT**

Joyce Edwards, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Singh, Deputy Attorney General  
Amanda McAtee, Administrative Specialist II  
Bob Powers, Administrative Specialist II

**PUBLIC PRESENT**

None

**CALL TO ORDER**

Mr. Pyle called the meeting to order at 9:09 a.m.

**REVIEW AND APPROVAL OF MEETING MINUTES**

The Board reviewed the meeting minutes from the February 11, 2014 meeting. Mr. Theoharis made a motion, seconded by Mr. Harriger, to approve the minutes as written. The motion carried unanimously.

**UNFINISHED BUSINESS**

**Final Denial**

Mr. Theoharis made a motion, seconded by Mr. Harriger, to deny the licensure application of Kurt Brown. The motion carried unanimously.

Ms. McAtee stated that Mr. Baker submitted an untimely request for a hearing in response to the Board's proposal to deny ("PTD") letter. Ms. Singh stated that the Board could amend the agenda to consider the request. Mr. Pyle made a motion, seconded by Mr. Harriger, to amend the agenda to consider Mr. Baker's untimely request for a PTD hearing. The motion carried unanimously.

After the Board reviewed Mr. Baker's PTD hearing request, Mr. Pyle made a motion, seconded by Mr. Harriger, to grant Mr. Baker's request for a PTD hearing. The motion carried unanimously.

#### **Federal Grants, Standards of Practice, and Code of Ethics Discussion**

Mr. Pyle stated that he had not received any additional news on the topic of federal grants and that Ms. McAtee could remove the topic from future agendas. Mr. Pyle stated that if he had any news on the subject he would have Ms. McAtee add the topic to a meeting agenda.

The Board reviewed the draft that Ms. Singh prepared of Rules and Regulations changes to section 18.0 Standards of Practice, which reflected the changes that ASHI had made to their Standards of Practice. Mr. Theoharis made a motion, seconded by Mr. Harriger, to approve the draft of proposed Rules and Regulations changes to the Standards of Practice and Code of Ethics for publication in the April 1, 2014 edition of the Register of Regulations. The motion carried unanimously.

Ms. Singh stated that she would have the proposed Rules and Regulations changes published in the April 1, 2014 Register of Regulations and the Board would hold the hearing at the May 13, 2014 meeting.

#### **Continued Discussion of the New Castle County Board of Realtors Contract with Regards to Home Inspection**

Ms. Singh stated that the forms had not been changed. The topic would be on the April 8, 2014 agenda since the Board was monitoring the situation and awaiting the forms to be amended.

#### **Continued Discussion Regarding Endorsement**

The Board reviewed the Rules and Regulations draft that Ms. Singh prepared to address licensure requirements for home inspectors in a state that did not have a licensing Board, such as Pennsylvania. At the February 11, 2014 meeting the Board had discussed applying the requirements of the grandfather provision to applicants that came from a non-licensing Board state. Ms. Singh stated that she added in education and exam requirements that were not required for grandfather applicants.

After discussion the Board proposed to create Rule 4.5 for non-trainee/experienced applicants. The proposed regulation mirrors the grandfather provision. An applicant applying from a state without a licensing board such as Pennsylvania must meet all licensure requirements and present evidence of one of the following:

- Evidence in a form satisfactory to the Board of not less than five years' experience performing home inspections such as a notarized affidavit from an employer or employers, business license or tax documents showing self-employment and a log of home inspections.
- A log documenting no fewer than 250 home inspections, and evidence that the applicant is a member of the American Society of Home Inspectors ("ASHI"), the National Association of Home Inspectors ("NAHI") or the International Association of Certified Home Inspectors ("INTERNACHI"). The Board may request copies of sample home inspection reports to verify experience.

After discussion and review, Mr. Theoharis made a motion, seconded by Mr. Harriger, to approve for publication of the proposed Rules and Regulations to address the non-trainee/experienced applicant. The motion carried unanimously.

**Continued Discussion Regarding Construction Experience**

Mr. Pyle stated that construction experience was a small portion as was report writing and communications but it was not possible for the Board to verify that someone that has been in business as a contractor had the experience required and necessary to be a home inspector. Mr. Harriger and Mr. Theoharis stated that they agreed with Mr. Pyle.

**NEW BUSINESS**

**Ratification of Issued Home Inspector Licenses**

Donald E. Pyle, Jr. (tabled from January meeting)

The Board tabled the ratification due to loss of quorum once Mr. Pyle recused himself from the vote.

**Review of Applications – Endorsement**

None

**Re-Review of Applications**

None

**CORRESPONDENCE**

None

**OTHER BUSINESS BEFORE THE BOARD (for discussion only)**

None

**PUBLIC COMMENT**

None

**NEXT MEETING**

The next Board meeting will be at **9:00 a.m. on Tuesday, April 8, 2014 in Conference Room B** located on the second floor of the Cannon Building at 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business to discuss, Mr. Theoharis made a motion, seconded by Mr. Pyle, to adjourn the meeting at 11:37 a.m. The motion carried unanimously.

Respectfully Submitted,



Amanda McAtee  
Administrative Specialist II

*The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.*